

Code: 8878
Public Safety Service
Fire Service Group
Fire Prevention Series

CLASS TITLE: Assistant Chief Fire Prevention Engineer

CHARACTERISTICS OF THE CLASS: Under direction, performs professional engineering work of a supervisory and administrative nature relating to the review of construction plans for compliance with the City's Fire Code; and performs related duties as required.

ESSENTIAL DUTIES: Assists in directing and managing the functions of the Fire Prevention Engineering Unit within the Fire Department; supervises a staff of Fire Prevention Engineers engaged in the review of construction plans to ensure structures are in compliance with the fire prevention and safety requirements of the City's Fire Code; provides administrative review and approval of plans and engineering specifications to ensure proposed fire prevention systems are in compliance prior to the issuance of building permits; assists in developing and implementing plan examination standards and procedures; provides staff training to ensure the uniform application of fire code requirements; provides technical assistance to staff and Fire Department inspectors in interpreting the fire prevention provisions and requirements of the City's Fire Code; advises contractors and architects of fire code violations and needed revisions to bring plans into code compliance.

RELATED DUTIES: Attends Homeless Shelter Committee meetings to represent the Fire Department as to fire safety implications of proposed changes to shelter construction plans; serves as technical advisor to less experienced staff and uniformed personnel; serves as Chief Fire Prevention Engineer during the Chief's absence; assists in directing the drafting of amendments to the Fire Code.

MINIMUM QUALIFICATIONS:

Training and Experience. Graduation from an accredited college or university with a Bachelor's degree in mechanical, electrical or fire prevention engineering or a directly related area of engineering, supplemented by four years of progressively responsible fire prevention engineering experience, including one year in a supervisory capacity, or an equivalent combination of

training and experience.

Knowledge, Ability and Skill. Considerable knowledge of the principles and practices of fire prevention engineering methods.

Considerable knowledge of federal and state laws relating to fire protection and safety issues. Considerable knowledge of the requirements and regulations of the City's Fire Code. Good knowledge of building construction methods.

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CLASS TITLE: Assistant Chief Fire Prevention Engineer (Cont'd)

Ability to supervise and direct a professional staff. Ability to perform detailed reviews of construction plans and engineering specifications of fire protection systems. Ability to deal effectively with contractors, architects, and the general public.

Considerable skill in the application of fire prevention theory to fire safety issues. Good administrative and supervisory skills. Good human relations skills. Good oral and written communication skills.

License Requirement. Registration as a Professional Engineer (R.P.E.) in the State of Illinois is required.

Working Conditions. General office environment.

Equipment. Standard office equipment.

NOTE: While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

June 1996